

**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.  
Executive/Finance Committee Meeting Minutes**

**February 14, 2024**

**PRESENT:**

Julie Chetney, Board President  
Jaye Dixit, 1<sup>st</sup> VP  
Karen Zarsadiaz-Ige, 2<sup>nd</sup> VP  
Trish Gonzales, Secretary  
Bill Stewart, Treasurer  
Bruce Cruickshank, Director

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Deputy Executive Director  
Tina Luceno, Fiscal Analyst  
Tim Travis, Associate Director of Community  
Services  
Hortencia Tafoya, Director of Clinical  
Services  
Erika Gomez, Liaison to the BOD & RDDF  
Elba Moreno, Department Assistant

**GUESTS:**

None

**ABSENT:**

**ACTIONS TAKEN BY THE EXECUTIVE/FINANCE COMMITTEE PURSUANT TO SECTION 20.04 OF THE BYLAWS**

All actions taken by the Executive/Finance Committee on behalf of the Board of Directors shall be reported at the next meeting of the Board.

The actions taken by the Executive/ Finance Committee at this meeting were:

**-Approval of Financial Report-** For the month of December 2023 in the Fiscal Year 2023-2024. These expenditures are for services paid through January 18, 2024.

**ITEMS DISCUSSED**

**A. Call to order**

Julie Chetney, Board President, called the meeting to order at 7:17pm. A quorum was established.

- The committee reviewed the agenda and made the following correction to the date: "...the Minutes from January 10, 2024"  
**(M/S/C Stewart & Zarsadiaz-Ige) The committee approved the agenda as amended.**

- The committee reviewed and approved the minutes of January 10, 2024, and corrected the date on top of the first page from 2023 to 2024.  
**(M/S/C Cruickshank & Gonzalez) The committee approved the minutes.**

**B. Public input:** None

**C. EXECUTIVE/FINANCE COMMITTEE**

***Financial Report***

Tina Luceno, Fiscal Analyst, on behalf of Dara Mikesell, Chief Financial Officer Presented the Financial Report:

In regional center operations, the allocation based on the E-1 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations E-1 allocation for fiscal year 2023-24 is currently at \$49,529,126 with projected expenditures of \$48,625,326. The year-to-date expenditure is \$20,102,037 with projected remaining expenditures of \$28,523,289. This results in an unencumbered amount of **\$903,800** in regular operations.

The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero-balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.

The Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,303,368, staff expect to spend the full amount. The Fairview program is included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations were allocated at 100% in the E-1 amendment.

The Purchase of Service allocation is based on the E-1 amendment in the amount of \$424,384,165. The current month's expenditure amounted to \$31,123,496, bringing the year-to-date expenditure for services to \$173,765,454. The remaining projected expenditures and late bills are in the amount of \$234,236,856 leaving an unencumbered amount of **\$16,381,855**. CPP POS is a separate line item, SG/PRC is allocated \$100,000 for placement. Staff are expecting additional allocations in D-4 for Start-up projects.  
**(M/S/C – Stewart & Dixit) The Executive Finance Committee reviewed and approved the Financial Report.**

### ***Contracts for Review***

Tim Travis, Associate Director of Community Services, presented the following contract:

- *Integrated Living Partners*  
**(M/S/C Gonzalez & Stewart) The committee approved to recommend this contract for the review and approval of the Board.**
- *Independent Community Resources*  
**(M/S/C Cruickshank & Zarsadias-Ige) The committee approved to recommend this contract for the review and approval of the Board.**

Hortencia Tafoya, Director of Clinical Services, presented the following contract:

- *Calm Path – Dr. Magallanes*  
**(M/S/C Gonzalez & Stewart) The committee approved to recommend this contract for the review and approval of the Board.**

### **E. Board President’s Report**

Julie Chetney, Board President, provided the following updates:

- The Board Training Report was submitted to DDS as required. Earlier today DDS requested a minor change to the title of the Whistleblower Policy training. The change will be made.
- Agenda for upcoming Board *Trainings* – February 28, 2024 – Part 1: Understanding the history and evolution of DDS and the regional center system, and Part 2: Communicating outcomes and costs of regional center programs. The Strategic Plan will also be presented for approval.
- Agenda for Executive Finance Committee Meeting – March 13, 2024 – Financial Report, contacts, strategic planning update.

### **F. Information**

Jesse Weller, Executive Director, reported the following:

- Strategic Planning – Great progress has been made. It is a shared project, and the Board will see a reflection of the work of the community at large in it. The ad hoc committee leading this project included every committee of the Board. Staff, along with Michelle Ware, Forward Focus Consultant, are now looking at the design elements. It will go to the Board for approval. Mrs. Ware recommended a project software, “On Strategy” to help keep the plan on track once it has been launched.
- 2024/2025 Assembly and Senate Budget Hearings – The hearings coming up are critical. The first will be on February 28, 2024, at 1:30pm; ARCA will email the links for the hearings. One big topic is the push back against the

rate reform delay. ARCA put out a letter asking for support and SG/PRC did so too.

- SG/PRC Recruitment Updates: SG/PRC has 508 employees. Mr. Weller introduced the new Department Assistant, Elba Moreno, who will support the Board and the Richard D. Davis Foundation.

**MEETING ADJOURNED**

The meeting adjourned. The next regular meeting will be held on March 13, 2024, at 7:15 p.m. via videoconference.

**CLOSED SESSION** – The committee held a closed session to discuss a personnel matter.